Changing Field Labels in SAP Business One

SAP Business One provides your company with complete visibility across your business’ processes. Nonetheless, if you have ever wished that you could change the way certain fields are labeled to make access to this information easier to locate or stand out to the user, there is a simple method to do both:

Here’s how it works

In the example below, the user wishes to modify the **Freight** label found on the Sales Order screen, changing it to **Shipping & Handling** and making it bold. This useful shortcut can also be used to restore label defaults.

**Note:** This is a global change and the new label will be visible to all users once they refresh their screen.